

HONEOYE CENTRAL SCHOOL  
BOARD OF EDUCATION  
ORGANIZATIONAL AND  
REGULAR MEETING  
JULY 10, 2013  
6:00 PM IN THE AUDITORIUM

Board Members Present: Sally Blackmer, Patrick Freivald, Kyle Hubble, Ide Marshall, Nathan VanBortel, Grace Simonds, Keith Stumbo

Absent:

Others Present: David C. Bills, Superintendent  
Jennifer Young, District Clerk  
Barb Overfield, District Treasurer

0 additional community members/staff/students were present.

A quorum was present and notice was posted.

Motioned by Grace Simonds, seconded by Ide Marshall, to appoint Keith Stumbo as Temporary Chair.

**Motion carried 7-0**

Temporary Chair, Keith Stumbo, called the meeting to order at 6:02 pm.

Keith Stumbo led the Pledge to the flag

Keith Stumbo motioned for re-elected/newly-elected members to be sworn in.  
Jennifer Young administered the **Oath of Office to Board Members**

- Ide Marshall
- Nathan VanBortel

A roll call of all board members was taken:

Sally Blackmer	Present	Patrick Freivald	Present
Kyle Hubble	Present	Ide Marshall	Present
Grace Simonds	Present	Nathan VanBortel	Present
Keith Stumbo	Present		

**Election of Board President:**

Keith Stumbo called for **nominations for Board President.**

Grace Simonds nominated **Keith Stumbo for President**, Patrick Freivald seconded the nomination.

There were no other nominations.

Grace Simonds motioned to closed the nominations, seconded by Patrick Freivald

**Motion carried 7-0**

A roll call was taken on the nomination for Board of Education President:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Grace Simonds	Yes	Nathan VanBortel	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Jennifer Young administered the Oath of Office to **Keith Stumbo, 2013-2014 Board of Education President**.

President Keith Stumbo called for **nominations for Board of Education Vice President**.

Patrick Freivald nominated **Grace Simonds for Vice President**, Ide Marshall seconded the nomination.

There were no other nominations.

Ide Marshall motioned to closed the nominations, seconded by Patrick Freivald.

**Motion carried 7-0**

A roll call was taken on the nomination for Board of Education Vice President:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Jennifer Young administered the Oath of Office to **Grace Simonds, 2013-2014 Board of Education Vice President**.

**Appointment of District Officers & Officials for 2013-2014:**

Motioned by Kyle Hubble, seconded by Ide Marshall, to **appoint** the following as **District Officers and Officials for the 2013-2014 school year**.

- School District Clerk – Jennifer Young \$5363
- School District Treasurer - Barbara Overfield
- Internal Claims Auditor - Mike Mead \$3500
- School Tax Collector – Jennifer Young \$2100

- Records Management Access Officer – Barbara Overfield
- School Attorney – Harter, Secrest and Emery, LLP and Wayne VanderByl
- School Physician – Thompson Health/Dr. Michael Foote
- School Census Enumerator – Deb Guli
- Purchasing Agent – David C. Bills
- Attendance Officer – Deb Guli
- Records Management Officer – Deb Guli \$3100
- Extra Curricular Auditor – Deb Guli
- External District Audit Firm – Raymond F. Wager, CPA Firm
- Internal District Audit Firm – Eldridge Fox
- Extra Classroom Activity Account Treasurer –Barbara Overfield \$3875
- Title IX Compliance/Hearing Co-Officers – David C. Bills and Heather Paler \$1900
- Dignity Act Coordinator – Heather Paler (District) \$1500 and Andrea Johnson (Elementary) \$1200
- Civil Service Appointing Officer- David C. Bills and Barbara Overfield
- Asbestos Compliance Designee – Gary Shaffer \$1645
- Financial Consultants – Bernard P. Donegan
- Chemical Hygiene Officer – Dan Dalmat
- Section 504 Compliance Officer – Jennifer Singer

Board President Keith Stumbo reviewed each Officer and Official.

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Sally Blackmer, seconded by Patrick Freivald, to **appoint** the following as **District Officers and Officials for the 2013-2014 school year.**

- American Disabilities Act Coordinator – Gary Shaffer
- Liaison for Homeless Youth – Jennifer Singer
- After-School Library Monitor – Sandy Culver \$2676
- Representative to BOCES Board of Education – Grace Simonds
- Free/Reduced Priced Meals Review Officer – Sheila Lowe
- Substitute Caller – Deb Guli \$4250
- Chief Data Clerical Coordinator – Margaret Strong - Per HSSA Contract
- Director of Continuing Education – Jennifer Young
- Night Cleaner Supervisor - TBD

Board President Keith Stumbo reviewed each Officer and Official. A Night Cleaner Supervisor will be decided upon at a later time.

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Barbara Overfield administered the Oath of Office to Jennifer Young as District Clerk and as School Tax Collector for the 2013-2014 school year.

Jennifer Young administered the Oath of Office to Barbara Overfield as the School District Treasurer for the 2013-2014 school year.

The Oath of Office will be administered to the Internal Claims Auditor at a later time.

**DESIGNATIONS:**

Motioned by Ide Marshall, seconded by Patrick Freivald, to designate the following for the 2013-2014 school year.

1. Official Bank Depositories (or as recommended by the District Treasurer)
  - Canandaigua National Bank - Honeoye Branch
  - Five Star Bank - Canandaigua Branch
  - First Niagara - (Credit Card Bank)
  - JP Morgan-Chase – Canandaigua Branch
2. Canandaigua National Bank to receive wire transfers of State Aid payment – Main Office, Canandaigua NY 14424

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Kyle Hubble, seconded by Grace Simonds, to approve the Board of Education meeting dates for the 2013-2014 school year.

Regular Meeting Dates and Time – David C. Bills reviewed the proposed list of meeting dates. Board of Education Meetings will be held as follow:

Meetings will be held at 7:00 pm in the Secondary Library on the following dates  
July 31, 2013                      February 5, 2014

August 14, 2013	February 26, 2014
September 4, 2013	March 5, 2014
September 18, 2013	March 19, 2014
October 2, 2013	April 2, 2014
October 16, 2013	April 9, 2013
November 6, 2013	April 23, 2014
November 20, 2013	May 7, 2014
December 11, 2013	May 20, 2014 – Annual Vote
January 8, 2014	May 21, 2014
January 22, 2014	June 11, 2014

**Motion carried 7-0**

Motioned by Sally Blackmer, seconded by Patrick Freivald, to designate the following for the 2013-2014 school year.

Official Newspaper – The Daily Messenger/Messenger Post

**Motion carried 7-0**

**AUTHORIZATIONS:**

Motioned by Sally Blackmer, seconded by Grace Simonds, to **approve** the following **authorizations** for the 2013-2014 school year.

- Apply for Grants in Aid (State and Federal) – David C. Bills
- Payroll Certification Officer – David C. Bills
- Approve Conferences, Conventions, Workshops, Attendance and Out of District Activities – David C. Bills
- Appointments for employment of substitutes, summer development and orientation, casual employees included in the budget, acceptance of services for volunteers or individuals paid by other organizations -David C. Bills

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Patrick Freivald, seconded by Ide Marshall, to **approve** the following **authorizations** for the 2013-2014 school year.

- Establish Petty Cash Fund – Currently \$100 District Office Barbara Overfield; \$300 Extracurricular- Barbara Overfield
- Designation of Signature on Checks in absence of treasurer – Board President
- Budget Transfers – Board of Education

- Sign necessary papers in the absence of the President – Vice President
- Mileage Reimbursement Rate .49/mile

### **Motion carried 7-0**

Motioned by Grace Simonds, second by Ide Marshall, to **re-adopt all policies** and code of ethics in effect during the previous school year.

### **Motion carried 7-0**

## **END OF ORGANIZATIONAL PORTION OF MEETING**

The regular Board of Education meeting started at 6:30 pm.

### **PUBLIC EXPRESSIONS**

None

### **KUDOS**

- David C. Bills stated that the Class of 2013 graduation ceremony was outstanding mentioning the twenty one 50 year alumni and the one 80 year alumni that attended the ceremony, he gave kudos to the Elementary Students that made the Honor Roll, Coach of the Year Matt Leitten, and to the Finger Lakes Players of the Year.
- Sally Blackmer also stated that the graduation ceremony was great and that Jason Manley's speech was fantastic and she gave kudos to former graduate P. Nysba who currently has an editing position and works in NYC and LA.
- Grace Simonds commented on the graduation ceremony stating it was very good, and gave kudos to the special needs graduates and the support they received during the ceremony making it a seamless event and stated it is testimony to the wonderful program that is available at Honeoye Central.
- Barbara Overfield gave kudos to Don Gardner who was also named Finger Lakes Tennis Coach of the Year.

### **SUPERINTENDENT REPORT**

#### **Safety Plan -**

Superintendent David C. Bills briefly reviewed the 2013-2014 Safety Plan and highlighted the updates that were made. He commented that this is the 1<sup>st</sup> read of the 2013-2014 Safety Plan which will begin the Public Hearing of the plan. The plan will be brought back to the Board for a final read and recommendation for approval at the August 14, 2013 Board of Education Meeting.

There was a short discussion and comment was made for a change/correction to page 7.

#### **Code of Conduct -**

Superintendent David C. Bills briefly reviewed the 2013 Code of Conduct and indicated that as the school year progresses the Code of Conduct may need to be updated to align

with new and changing regulations. The 2013 Code of Conduct is being presented to the Board as a 1<sup>st</sup> read and will be brought back to the Board for approval at a future Board of Education Meeting.

New Board Member Nathan VanBortel indicated he is interested in attending the mandatory new board member training sponsored by NYSSBA that will be held in Buffalo on July 19-20, 2013.

Motioned by Grace Simonds, seconded by Ide Marshall, to approve Nathan VanBortel's attendance to the New Board Member training in Buffalo NY on July 19 and 20, 2013.

There was a brief discussion.

**Motion carried 7-0**

This concluded the Superintendent Report section of the meeting.

**CONSENT AGENDA:**

Motioned by Ide Marshall, seconded by Grace Simonds, to **approve the minutes** from the June 12, 2013 regular meeting and the **CSE minutes**.

**Motion carried 7-0**

Motioned by Ide Marshall, seconded by Sally Blackmer, to approve the Budget Transfers as proposed by District Treasurer Barbara Overfield.

**Motion carried 7-0**

**PERSONNEL:**

Upon the recommendation from the Superintendent, David C. Bills, the Board of Education of the Honeoye Central School District **accepted** the following **resignations**:

Motioned by Patrick Feivald, seconded by Grace Simonds, to **accept** the following **resignations**.

- Jennifer Cornish as a .5 Mathematics Teacher effective July 1, 2013.
- Wendy Connell as a Teaching Assistant effective July 1, 2013.
- Alyson Badger as the Modified Girls' Basketball Coach effective July 10, 2013.

**Motion carried 7-0**

Upon the recommendation from the Superintendent, David C. Bills, the Board of Education of the Honeoye Central School District **approved** the following **Appointments**:

Moved by Ide Marshall, second by Patrick Feivald, to **appoint** Alyson Badger as the **Varsity Girls' Basketball Coach**. The effective date of this position is July 10, 2013 and the salary will be Year 3/Step 1.

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Grace Simonds, seconded by Ide Marshall, to **appoint** the following as **Elementary Summer Academy Staff** for the 2013 Summer Academy that will run from July 8, 2013 to August 1, 2013.

- Ruth Bower as the School Monitor.
- Steve Behil as a Teacher Assistant

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Ide Marshall, seconded by Patrick Freivald, to **appoint the Intramural Supervisors** for the 2013-2014 school year.

Sally Blackmer tabled the motion.

Motioned by Ide Marshall, seconded by Patrick Freivald, to **appoint** the following **Secondary Extra Curricular Supervisors and Advisors** for the 2013-2014 school year.

**Coordinators:**

Activities Coordinator	Deb Vanderbroek
MS Academic Support Supervisors	Kelly Palmer-Sacchitella (1 & 2)
	Erika Asquino (3 & 4)
HS Academic Support Supervisors	Sheila Malloy (1 & 4)
	Jeff Sulecki (2 & 3)
Intramural Advisor (K-12)	Karen Emmerling

**Student Government Advisors:**

9-12 Student Council Advisors	Lorri Campbell
	Michelle Leitten
6-8 Student Council Advisors	Linda Piacente
	Emily Wilmot
Grade 9 Class Advisor (1)	TBD
Grade 10 Class Advisors (1)	Emily Wilmot
	Tonya Fox
Grade 11 Class Advisors (1)	Jane Alden
	Trevor Lane
Grade 12 Class Advisors (2)	Addie Klaehn
	Linda Cup



**Special Interest Club Advisors:**

Art Club (6-8)  
Art Club (9-12)  
Explorations Club  
National Honor Society  
Spanish Club  
French Club  
Foreign Language Club (MS)

Jane Alden  
Tim Williams  
Dan Dalmat  
Nancy Wright  
Tonya Fox  
Penny Hensler  
Emily Wilmot

Masterminds

Michelle Berger  
Kathy Karle-Walsh

Odyssey of the Mind

Lisa Barefoot  
Dan Dalmat

Drama Club

Bonnie Young

Middle School Newspaper

Michelle Braddon

Youth 2 Youth (6-8)

April Seeley

Youth 2 Youth (9-12)

Tim Williams

**Publications Advisors:**

Yearbook Art Director  
Yearbook Business Manager

Margaret Strong  
Margaret Strong

**Supervision:**

Detention        1  
                         2  
                         3  
                         4

Beth Johnson  
Linda Cup  
Sadie Beeman  
Kathy Karle-Walsh  
Sandy Culver

After-School Library Monitor

**Dramatics, Musical Activity Advisors:**

Jazz Band A  
Jazz Band B  
Marching Band A  
Marching Band B  
Major Play Director  
Major Play Producer  
Major Play Costume Designer  
Major Play Set Designer (2)

Grace Wood  
Brian Wilkins  
Grace Wood  
Brian Wilkins  
Bonnie Young  
Jen Gundy  
Kim Checho  
Gregory Young  
Pam Castronova  
Bonnie Young  
Linda Mollnow  
Gregory Young  
Pam Castronova  
Grace Wood  
Shanna Sykes Butler  
Joyce Eaton  
Kim Checho

Major Musical Director  
Major Musical Producer  
Major Musical Set Designer  
Major Musical Assistant Set Designer  
Major Musical Orchestra Director  
Major Musical Choreographer  
Major Musical Piano Accompanist  
Major Musical Costume Designer

**Coordinators:**

Building Usage Coordinator  
Athletic Director

Sharon Greenwood  
Phil Huber

**Department and Grade Level Chairpersons:**

English Dept Chair 6-12  
Social Studies Dept Chair 6-12

Michelle Berger  
Megan Kraft

Science Dept Chair 6-12	Nancy Wright
Math and Business Dept Chair 6-12	Michelle Leitten
Applied Arts/Technology Dept Chair 6-12	Michelle Braddon
PE/Health/FCS K-12 Dept Chair	Karen Emmerling
Fine Arts Dept Chair K-12	Grace Wood
Foreign Language Dept Chair K-12	Tonya Fox
Special Education Dept Chair 6-12	Sheila Malloy

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Ide Marshall, second by Grace Simonds, to **appoint** the following:  
**Elementary Grade Level/Department Chairs and Extra Curricular** for the 2013-2014 school year.

**Grade Level Department Chairs**

- K/1 Nancy Hall
- Grades 2/3 Laurie Bailey
- Grades 4/5 Elin Orman
- Special Education K-5 Margaret Schuster
- Special Education K-5 Alana Graziano

**Extra Curricular Club and Activities Advisors**

- Art Club Advisor K-5 Rebecca Pezzimenti
- Spelling Bee Advisor Alana Graziano
- Elementary Library Club Janelle Deal
- Elementary Ecology Club Sara Tompkins
- K-5 Student Council Advisor Cindy Futter
- Elementary Musical Play Director Bev Fisher & Cindy Futter

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

**NEW BUSINESS/OLD BUSINESS:**

Motioned by Sally Blackmer, seconded by Patrick Freivald, to **approve warrants:** #220, #221, #222, #223, #228, #230, #236, and #240.

**Motion carried 7-0**

Motioned by Ide Marshall, second by Grace Simonds, to **approve the Harter Secret & Emery LLP invoice #586632.**

**Motion carried 7-0**

Motioned by Grace Simonds, seconded by Patrick Freivald, to **mail Certificates of Excellence** signed by the Board President and the Superintendent to each of the 31 students that maintained a 95.0 or above average for the 2012-2013 school year.

**Motion carried 7-0**

Motioned by Grace Simonds, seconded by Patrick Freivald, to declare the below listed items **obsolete** and to **discard** them.

- List of Text Books from the English Department – see attached list.
- Sound Board HCS inventory #001224

**Motion carried 7-0**

Motioned by Grace Simonds to table item 13E) Lease Agreement with the Town.

**CAPITAL PROJECT**

Motioned by Patrick Freivald, seconded by Ide Marshall, to approve the proposal with SJB Services, Inc. to perform construction materials inspection and testing (Special Inspections) services for the 2012 Capital Project.

**Motion carried 7-0**

Motioned by Grace Simonds, seconded by Ide Marshall, to approve the below listed pay orders.

- ME Quinlan Electric Inc. Application #3
- Frank J. Marianacci Inc.-General Contractor Application #2
- Frank J. Marianacci Inc.- Utility Work Application #2

**Motion carried 7-0**

Motioned by Patrick Freivald, seconded by Ide Marshall, to approve the below listed change orders.

- ME Quinlan Change Order No. EC-001
- ME Quinlan Change Order No. EC-002
- ME Quinlan Change Order No. EC-003
- ME Quinlan Change Order No. EC-004

There was discussion regarding the change orders. David C. Bills and Barbara Overfield responded to questions from the Board.

**Motion carried 7-0**

Motioned by Grace Simonds, seconded by Ide Marshall, to enter into **executive session** at 7:08 pm to discuss the employment history of a particular person and to discuss collective negotiations with the Honeoye Teachers' Association and the Honeoye Support Staff Association.

**Motion carried 7-0**

Motioned by Grace Simonds, seconded by Patrick Freivald, at 9:14 pm to leave executive session.

**Motion carried 7-0**

No action was taken

Motioned by Patrick Freivald, seconded by Ide Marshall, to **appoint the Intramural Supervisors** as indicated below for the 2013-2014 school year.

NAME	POSITION	GRADE LEVEL	UNIT(S)
Betsy Shaw	Co-Supervisor Kickball	4-5	.5 Unit
Fran Gordner	Co-Supervisor Kickball	4-5	.5 Unit
Ian Buckley	Supervisor Golf	6-8/9-12	1 Unit
Don Gardner	Supervisor Basketball	6-8/9-12	1.5 Units
Don Gardner	Supervisor Tennis	6-8/9-12	1 Unit
Craig Vary	Supervisor Indoor Soccer	6-8/9-12	1.5 Units
Pat Moran	Supervisor Functional Fitness	6-12	1 Unit
Bob Stewart	Supervisor Fitness Room	6-12	3 Units
Bob Stewart	Supervisor Functional Fitness	6-12	1 Unit
Pat Moran	Supervisor Fitness Room	6-12	3 Units
Pat Moran	Supervisor Flag Rugby	9-12	1 Unit
Shelley Leitten	Supervisor Fitness Room	6-12	2 Units
Karen Emmerling	Supervisor Yoga	9-12	1 Unit
Cindy Futter	Supervisor Volleyball	4-5	1 Unit
Cindy Futter	Supervisor Floor Hockey	4-5	1 Unit
Jordan Buck	Supervisor Badminton	6-8/9-12	1 Unit
Kathy Storm	Supervisor Girls' Basketball	4-5	1 Unit
Kathy Storm	Supervisor Archery	4-5	1 Unit
Kathy Storm	Supervisor Coed Soccer	4-5	1 Unit
Kathy Storm	Supervisor Boy's Basketball	4-5	1 Unit
Kathy Storm	Supervisor Badminton	4-5	1 Unit
Randy Yale	Supervisor Pickleball	4-5	1 Unit
Marybeth Cornish	Supervisor Volleyball	6-8/9-12	1 Unit
John Lacitignola	Supervisor Table Tennis	6-12	.5 Unit
John Lacitignola	Supervisor Pickleball	6-12	.5 Unit

A roll call was taken:

Sally Blackmer	Yes	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 7-0**

Motioned by Patrick Freivald, seconded by Ide Marshall, to **appoint the Intramural Supervisor** as indicated below for the 2013-2014 school year.

NAME	POSITION	GRADE LEVEL	UNIT(S)
Erika Asquino	Supervisor Dance/Cheerleading	6-8/9-12	1 Unit

A roll call was taken:

Sally Blackmer	Abstain	Patrick Freivald	Yes
Kyle Hubble	Yes	Ide Marshall	Yes
Nathan VanBortel	Yes	Grace Simonds	Yes
Keith Stumbo	Yes		

**Motion carried 6 Ayes 0 Nays 1 Abstain**

Motioned by Sally Blackmer, seconded by Grace Simonds, at 9:17 pm to **adjourn** the meeting.

**Motion carried 7-0**

Respectfully submitted,

Jennifer Young  
District Clerk